



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Adopt Resolution Ratifying the 2001/02 Annual Financial Plan for the San Joaquin County Council of Governments

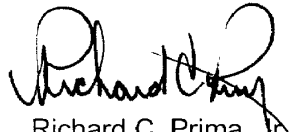
MEETING DATE: August 15, 2001

PREPARED BY: Public Works Director

RECOMMENDED ACTION: That the City Council adopt a resolution ratifying the 2001/02 Annual Financial Plan (AFP) for the San Joaquin County Council of Governments (COG).

BACKGROUND INFORMATION: Enclosed is a summary of COG's AFP for fiscal year 2001/02. The COG Board adopted the AFP on 04/26/01. Pursuant to COG's Joint Powers Agreement, the budget is to be ratified by the City of Lodi following adoption by the COG Board.

FUNDING: Not applicable.


Richard C. Prima, Jr.
Public Works Director

Prepared by Carlos Tobar, Transportation Manager

RCP/CT/lm

Attachment

cc: Randy Hays, City Attorney
Steve Dial, Dir. of Adm./Chief Financial Officer, COG

APPROVED: _____


H. Dixon Flynn -- City Manager

STAFF REPORT

SUBJECT: 2001/2002 Overall Work Program and Annual Financial Plan

RECOMMENDED ACTION: Motion to Adopt Overall Work Program and Annual Financial Plan and Forward AFP to Member Agencies for Ratification

Previously, in January, 2001, SJCOG staff delivered to the Board, and the Board adopted in draft, the 2001/2002 Overall Work Program (OWP) for the Council of Governments. Subsequent to that adoption, the draft was sent to the various funding agencies and other interested parties for comment. The proposed OWP in this packet incorporates the comments received. To the best of our knowledge, the document substantially meets the needs of both our funding sources and member agencies.

The Overall Work Program identifies the tasks and products SJCOG will be undertaking for the next year. It is used by the federal and state agencies to approve our grant applications and to insure that federal and state "emphasis areas" are being addressed in our transportation planning activities.

The Work Program continues SJCOG's commitment to:

- Maintaining Air Quality Conformity
- Delivery of Measure K
- Research and Data Center
- The Multi-species Habitat Conservation Plan
- Transportation Modeling
- Regional Transportation Plan/Strategic Investment Planning
- Congestion Management Planning
- Local Assistance
- Intergovernmental Coordination/Cooperation
- Incorporating the Federal and State Planning Emphasis Areas

Within the OWP document are individual work elements that discuss the purpose of that work element, past work and products, tasks for the current year, a schedule of deliverables and a funding breakdown. Near the end of the document (pages 44 &

45), two tables detail the revenue sources funding the OWP and a matrix of each work element by funding source.

RECOMMENDATION:

Adopt the FY 2001/2002 Overall Work Program.

FISCAL IMPACT:

The OWP is the instrument through which revenues are brought into SJCOG, programmed and then spent. The document reflects the policy of the SJCOG Board. The FY 2001/2002 OWP is 1.8% more than the FY 2001/02 amended plan at \$5,092,877.

ANNUAL FINANCIAL PLAN

The attached Annual Financial Plan provides a detail of expenditures by cost category and line item comparing the proposed budgets with the current year (FY 00/01) amended budget and the actual expenditures for FY 99/00. The following assumptions are incorporated in the budget:

1. Work will not begin and expenses will not be incurred unless anticipated revenues sources are secured.
2. We anticipate being fully staffed for the entire fiscal year, therefore the Salaries and Benefits cost category is fully funded.
3. An eight percent pool has been included in Salaries and Benefits for any cost of living adjustments and merit-based increases to be determined by the Executive Director.

LINE ITEMS WITH SIGNIFICANT CHANGE

The **Salaries and Benefits** group actually increases 7.2%. This blends the 8% pool and is offset slightly by certain benefits not tied to salaries.

Services and Supplies increases 6.6%.

- **Office Expenses** increases 4.4% due to increased needs in office supplies, printing, office equipment and furniture and software upgrades.
- **Memberships** increases 7.3% due to costs to maintain memberships with various organizations.

- **Transportation, Travel & Training** is maintained at the same level as 2000/2001.
- **Allocated Service Cost** increases 54.4% due to costs passed along to SJCOG from San Joaquin County for various county services.
- **Publications and Legal Notices** increases 80% due to the necessity to provide a higher level of public involvement related to Title VI.
- **Building Maintenance** increases 9.0% due to the budgeting of the security system operation for the SJCOG suite in routine maintenance.
- **Rents-Structures and Grounds** increases 28% in anticipation of acquiring additional office space.
- **Professional Services** decreases by 4.3%. The reflects the conclusion of a number of planning projects.
- **Fixed Assets** increases 18.3% in anticipation of acquiring additional office space.

RECOMMENDATION:

That the Board adopt the FY 2001/2002 Annual Financial Plan and authorize the Executive Director to send it to member agencies for ratification per the Joint Powers Agreement.

FISCAL IMPACT:

The Annual Financial Plan is the instrument through which revenues are brought into COG, programmed and then spent. The proposed budget is 1.8% more than the currently adopted amended budget. Sufficient revenue sources exist as detailed in the report to support the budget.

prepared by: Steve Dial, Director of Administration/Chief Financial Officer
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RESOLUTION SAN JOAQUIN COUNCIL OF GOVERNMENTS

R-01-43

RESOLUTION APPROVING THE ADOPTION OF THE 2001-2002 OVERALL WORK PROGRAM AND THE FY 2001-2002 ANNUAL FINANCIAL PLAN FOR THE SAN JOAQUIN COUNCIL OF GOVERNMENTS

WHEREAS, annually the San Joaquin Council of Governments acting as the Metropolitan Planning Agency, and the Regional Transportation Planning Agency for San Joaquin County adopts a Overall Work Program, and

WHEREAS, that Overall Work Program identifies the funding sources that the agency will utilize in the coming year, and the work tasks and products that the agency will produce, and

WHEREAS, this Overall Work Program must be submitted to the required funding agencies for their review and approval, and

WHEREAS, the Council of Governments must assure that the planning tasks identified are in compliance with all State and Federal laws and regulations, and are coordinated with all effected agencies, and communities on a regional basis, and

WHEREAS, it is also essential that the COG prepare a budget, constrained by the resources available, to carry out and fund the work scheduled in the fiscal year.

NOW THEREFORE BE IT RESOLVED that the San Joaquin Council of Governments adopts the attached 2001-2002 Overall Work Program and self-certifies the following:

The San Joaquin Council of Governments hereby certifies its planning process to be in accordance with all applicable requirements of the Federal government, as follows:

- I. 23 USC 134 and 135, 49 USC 5303 through 5306 and 5323(I);
- II. Sections 174 and 176 (c) and (d) of the Clean Air Act as amended (42 USC 7504, 7506 (c) and (d))
- III. Title VI of the of the Civil Rights Act of 1964 and the Title VI Assurance executed by California under 23 USC 324 and 29 USC 794;
- IV. Section 1101(b) of the Transportation Equity Act for the 21st Century (Pub. L. 105-178 112 Stat. 107) regarding the involvement of disadvantaged business enterprises in the FHWA and FTA funded projects (FR Vol. 64 No. 21, 49 CFR part 26); and
- V. The provision of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327 as amended) and the U.S. DOT implementing regulations (49 CFR 27, 37, and 38).

BE IT FURTHER RESOLVED that the San Joaquin Council of Governments does hereby approve the fiscal year 2001-2002 Annual Financial Plan and forward such to its member governments for their review and ratification.

PASSED AND ADOPTED this 26th day of April, 2001 by the following vote of the San Joaquin Council of Governments, to wit:

AYES: Councilman Harris, Councilman Haskins, Vice Mayor Pennino, Mayor Podesto,
Councilwoman Rhodes, Supervisor Siegluck, Chairman Bilbrey

NOES: None

ABSENT: Supervisor Mow, Councilman Restuccia, Councilman Giovanetti

A handwritten signature in cursive script, reading 'Dan Bilbrey', is written over a horizontal line.

DAN BILBREY
Chairman

San Joaquin Council of Governments
ANNUAL FINANCIAL PLAN
Adopted April 26, 2001

CHAIR

Dan Bilbrey, Mayor, City of Tracy

VICE-CHAIR

Mike Restuccia, Councilmember, City of Ripon

BOARD OF DIRECTORS

Supervisor Jack Sieglock	County of San Joaquin
Supervisor Victor Mow	County of San Joaquin
Councilmember David Ennis	City of Escalon
Councilmember Gloryanna Rhodes	City of Lathrop
Vice Mayor Phillip Pennino	City of Lodi
Councilmember John Harris	City of Manteca
Mayor Gary Podesto	City of Stockton
Councilmember Gary Giovanetti	City of Stockton

EX OFFICIO DIRECTORS

Mark Leja	Caltrans District 10
Duane Isetti	San Joaquin Regional Transit District
Robert Kavanaugh	Port of Stockton

SUBMITTED BY:

Julia E. Greene
Executive Director

Steve Dial
Director of Administration/
Chief Financial Officer

San Joaquin Council of Governments
ANNUAL FINANCIAL PLAN
Fiscal Year 2001/02
Proposed April 26, 2001

	FY 99/00	FY 2000-2001	FY 2001-02	%
REVENUES	FINAL	Amend. A	Adopted 4/26	Change
Federal Grants	\$1,078,835	\$2,028,802	\$2,302,977	13.5%
State Grants	\$937,438	\$1,359,602	\$837,600	-38.4%
Local	\$1,546,400	\$1,564,000	\$1,902,300	21.6%
Interest	\$45,000	\$0	\$0	0.0%
Other	\$50,000	\$50,000	\$50,000	0.0%
SJCOG OPERATING REVENUES	\$3,657,673	\$5,002,404	\$5,092,877	1.8%
Federal Pass-Through	\$44,000,000	\$54,226,000	\$54,226,000	0.0%
State Pass-Through	\$968,427	\$952,000	\$1,860,000	95.4%
Local Pass-Through	\$44,000,000	\$44,553,040	\$50,460,000	13.3%
Commercial Paper	\$75,000,000	\$75,000,000	\$89,000,000	18.7%
TOTAL SJCOG REVENUE	\$167,626,100	\$179,733,444	\$200,638,877	11.6%
EXPENDITURES				
Salaries & Benefits	\$1,759,867	\$1,746,401	\$1,872,142	7.2%
Services & Supplies	\$513,930	\$750,946	\$800,676	6.6%
Office Expense	\$126,900	\$228,500	\$238,500	4.4%
Communications	\$26,000	\$36,100	\$36,100	0.0%
Memberships	\$21,370	\$26,270	\$28,200	7.3%
Maintenance - Equipment	\$26,000	\$26,000	\$26,000	0.0%
Rents & Leases - Equipment	\$103,400	\$134,400	\$134,400	0.0%
Transportation, Travel & Training	\$67,100	\$92,600	\$92,600	0.0%
Allocated Service Cost	\$3,100	\$8,200	\$8,200	0.0%
Publications & Legal Notices	\$4,500	\$22,500	\$22,500	0.0%
Insurance	\$26,600	\$28,000	\$28,000	0.0%
Building Maintenance	\$3,500	\$20,000	\$21,800	9.0%
Rents - Structures & Grounds	\$105,460	\$128,376	\$164,376	28.0%
Professional Services	\$1,305,376	\$2,428,476	\$2,325,264	-4.3%
Fixed Assets	\$75,000	\$76,500	\$90,500	18.3%
Unallocated/Reserve	\$3,500	\$81	\$4,295	5202.5%
SJCOG OPERATING EXPENDITURES	\$3,657,673	\$5,002,404	\$5,092,877	1.8%
Pass-Through	\$163,968,427	\$174,731,040	\$195,546,000	11.9%
TOTAL SJCOG EXPENDITURES	\$167,626,100	\$179,733,444	\$200,638,877	11.6%
Excess (Deficit) Revenues	\$0	\$0	\$0	
Over Expenditures (Operating)				

RESOLUTION NO. 2001-200

A RESOLUTION OF THE LODI CITY COUNCIL RATIFYING
THE SAN JOAQUIN COUNTY COUNCIL OF GOVERNMENTS
(COG) 2001/2002 ANNUAL FINANCIAL PLAN

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WHEREAS, the San Joaquin County Council of Governments (COG) has approved its Fiscal Year 2001-2002 Budget by adopting Resolution No. R-01-43 as shown on the attached marked Exhibit A; and

WHEREAS, the San Joaquin County Council of Governments (COG) is required to forward such Resolution to its member Governments for their review and ratification.

NOW, THEREFORE, BE IT RESOLVED, that the Lodi City Council hereby ratifies the 2001-2002 Annual Financial Plan for the San Joaquin County Council of Governments (COG).

Dated: August 15, 2001

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I hereby certify that Resolution No. 2001-200 was passed and adopted by the Lodi City Council in a regular meeting held August 15, 2001 by the following vote:

AYES: COUNCIL MEMBERS – Hitchcock, Howard, Land, Pennino and
Mayor Nakanishi

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None


SUSAN J. BLACKSTON
City Clerk



EXHIBIT A

RESOLUTION
SAN JOAQUIN COUNCIL OF GOVERNMENTS

R-01-43

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OVERALL WORK PROGRAM AND THE FY 2001-2002 ANNUAL FINANCIAL PLAN
FOR THE SAN JOAQUIN COUNCIL OF GOVERNMENTS

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WHEREAS, this Overall Work Program must be submitted to the required funding agencies for their review and approval, and

WHEREAS, the Council of Governments must assure that the planning tasks identified are in compliance with all State and Federal laws and regulations, and are coordinated with all effected agencies, and communities on a regional basis, and

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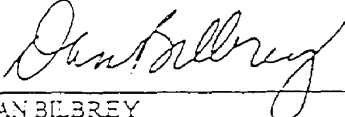
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Councilwoman Rhodes, Supervisor Siegluck, Chairman Bilbrey

NOES: None

ABSENT: Supervisor Mow, Councilman Resturcia, Councilman Giovanetti


DAN BILBREY
Chairman